

**TOWN OF BROOKFIELD, NH  
267 WENTWORTH ROAD  
BROOKFIELD, NH 03872**

**SELECTMEN'S MEETING MINUTES  
JUNE 14, 2011**

**ATTENDANCE:** Ernie Brown, Chair, Clifton Camp, William Nelson  
Treasurer Marilou Maclean, Assessor Clerk/Administrative Assistant Jessica Robischeau, and Road  
Agent/CEO Ed Nason

**PUBLIC IN ATTENDANCE:** 6

**Approval of Minutes:**

- **5/24/2011- MOTION:** *Clifton moved to accept the minutes from May 24, 2011 as presented, seconded by Bill. A vote taken, all were in favor; motion carried.*

**No Public Comments**

**REPORTS OF TOWN OFFICIALS PRESENT**

- **Treasurer-** Marlou stated she corrected the fuel usage sheet and Town Budget through May 31<sup>st</sup> and was presented to the selectmen. She mentioned on the Town Budget Sheet she did not receive the figures for the motor vehicle permit and will present to the selectmen at the next meeting.
  - Marilou stated she had completed a course through the online Local Government Center classes for the Introduction to Town Treasurer.
  - There was a brief discussion regarding obtaining Energy Alliance for fuel as a cheaper source.
- **Administrative Assistant-** Ernie presented the job description for the Administrative Assistant position.
  - **Motion:** *Ernie moved to accept the job description as presented, seconded by Clifton. All in favor, motion carried.*
- **Cemetery Trust-** Clifton stated there is talk with a land owner of possibly donated a piece of land approximately 4.6 acres on Garney Road. This piece of land contains a right-of-way and a small family burial ground.
- **Emergency Management Director-** Brad Williamson- No updates
- **Fire Warden-** Brad Williamson stated there was a fire on Sunday, June 5, on the Middleton, New Durham, Brookfield line. It was determined that the 2 fire which included 2 acres of land was in Middleton, around the Jones Brook area.

- Code Enforcement Officer/Road Agent-** Ed Nason present one intent to cut on Map 18 Lot 21B.

  - Ernie stated Ed is now under a 3 year contract. Ed updated that Tucker Rd, Tumbledown Dick Rd and Lyford Rd are now graded and graveled. Work has started on Cottle Hill Rd. Ernie presented a summery and recommendation list from the June 7<sup>th</sup> 2011 Selectmen's Work Session which is attached. - Ernie stated Ed requested 3 changes to the Rate Sheet submitted to the Selectmen in which he *decreases* the rate of 3 items already approved.

**Motion: Clifton made a motion to accept the June 7<sup>th</sup>, 2011 Selectmen's Work Session, Bill seconded, all 3 approved; motion carried.**
- GWRSD-** Ernie represented for the school board. He stated there are a total of 230 people working on the reconstruction and 85 for the demolition. The interior of the middle school and vocational school is now demolished and being rebuilt.
- Heritage Commission-** Marilou presented Clifton before the meeting a written statement on behalf of the Heritage Commission as she could not stay for this part of the meeting. See attached statement as presented.

  - Clifton stated that on August 13<sup>th</sup>, the Selectmen will provided breakfast and dinner that day. There was a question on whether the Historical Society will do the breakfast as they provided the breakfast last year.
  - Ernie stated that Salmon Falls Architecture has done a lot of work in the community and Paul Gosselin is well known in the area.
- Parks & Recreation Committee-** Clifton stated nothing to report
- Planning Board:** Ed Nason stated new flood plains plans were received from FEMA and are in the office. FEMA made changes to the maps - Based Flood Elevation is the only change. In Brookfield, there is no Base Flood Elevation.

  - Mr Zacher stated the Planning Board approved and filed the rules & procedures for process documentation they found and Clifton stated they certified the new zoning ordinances from the town meeting. Ed Nason also stated that the they were operating with the changes that were adopted but not certified and they have now certified them.
- Webmaster:** Ernie commented that the first website meeting with Virtual Town Hall will be held 6/15/11 at 6pm. An updated will be given at the next selectmen's meeting.
- Old Business:** Ernie stated the hot water tank was installed and is now working- 220amp service.

  - Ernie received two painting bids: Burnham Painting \$2600.00 and Gregoire Painting \$3387.00 Both bids were reviewed by all three selectmen.

**Motion: Clifton made a motion to hire Burnham Painting to paint the front of the schoolhouse as presented in the bid. Bill seconded. Further discussion by Clifton- contingent upon Burnham providing proof of insurance and State Certification for removal of lead paint. Use of Benjamin Moore paint and a semi-gloss, but Clifton would like to find out if they are able to do a gloss finish. Ernie to ask about the gloss paint. Vote was taken and all in favor. Motion carries.**

  - Ernie stated that the energy audit was received, 19 page report with photos and is currently under review with Clifton and Bill. At the next meeting, Ernie will discuss the recommendations and what needs to be budgeted for next year.

- **New Business:** . Ernie stated the Town Warrant for our Town Meeting was received by DRA but Ernie was notified that the Proposed Town Warrant was not signed and received. Therefore, Ernie and Clifton will sign the Proposed Warrant and Ernie will forward to DRA.  
- Ernie noted that a letter was received by the US Commerce, thanking Brookfield for our cooperation in the 2010 Census.

Mailed reviewed

Meeting adjourned at 8:20pm

Respectfully Submitted,

Jessica Robischeau  
Administrative Assistant

Correction/Amendments to June 14, 2011 Selectmen's Meeting:

- 1) Marilou Maclean requested correction to Page 1, Under Treasurer. In sentence 2, she requested Marilou did not receive the report from the town clerk, instead of "figures for the motor vehicles permit". MOTION to approve as amended made and passed on June 28, 2011.
- 2) 2) Marilou Maclean requested correction to Page 2, Under Old Business- Motion- to replace the wording "schoolhouse" to townhouse. MOTION to approve as amended made and passed on June 28, 2011.

